

**Town of St. Brieux**  
**Meeting Minutes**  
**February 11, 2025 - Regular Meeting of Council - 4:00 PM**

In Attendance: Mayor Tammy Leray, Deputy Mayor Dan Clifford, Councillors Gerry Miller and Justin Assie  
Regrets: Councillor Max Mueller and CAO Erinn Schreiner  
Staff in Attendance: Assistant CAO Alanna Strangway

**1. CALL TO ORDER**

WITH a quorum being present, Mayor Tammy Leray called the meeting to order at 4:03 pm.

**2. CONFLICT OF INTEREST DECLARATIONS**

No conflict of interest declarations were made at this meeting.

**3. AGENDA**

**Resolution No:** 2025-0424

**Moved By:** Dan Clifford

THAT Council approves the agenda as presented.

Carried

**4. MINUTES**

**Resolution No:** 2025-0425

**Moved By:** Justin Assie

THAT the minutes of the Regular Meeting of Council held on January 14, 2025 be approved as presented.

Carried

**5. APPROVAL OF FINANCIAL REPORTS**

**5.1 List of Accounts Payable for Approval**

**Resolution No:** 2025-0426

**Moved By:** Gerry Miller

January 1-31, 2025 - Payments

THAT Council approves the list of payments totalling \$117,686.10 for approval, that are attached to and forming a part of these minutes, for the following:

Cheque #17348 - 17385 totalling \$67,147.40

Mastercard #2025 - 001 - totalling \$23.32

Payment Vouchers #2025-0004 to #2025-00034 totalling \$50,515.38

Carried

**5.2 Bank Reconciliation Statement - Main**

**Resolution No:** 2025-0427

**Moved By:** Dan Clifford

THAT Council approves the January 2025 bank reconciliation report as presented.

Carried

### **5.3 Statement of Financial Activities**

**Resolution No:** 2025-0428

**Moved By:** Justin Assie

THAT Council approves the January 2025 Statement of Financial Activities as presented.

Carried

### **5.4 Bank Reconciliation Statement - Fire Department Main**

**Resolution No:** 2025-0429

**Moved By:** Gerry Miller

THAT Council accepts the January 2025 bank reconciliation statement for the Fire Department Main and Savings accounts as presented.

Carried

## **6. REPORTS**

**Resolution No:** 2025-0430

**Moved By:** Justin Assie

THAT Council accepts the February 2025 CAO and Town Foreman reports as presented.

Carried

### **6.1 Administrator**

#### **6.1.1 Public Works Department**

## **7. MAYOR AND COUNCILLOR'S FORUM**

Statements shall include the sharing of the following information:

- a) Events, activities or community functions attended; and
- b) General work of members on behalf of council colleagues, constituents and the municipality.

All comments will be verbal only and shall not be recorded in the minutes of the meeting.

## **8. IN-CAMERA**

**Resolution No:** 2025-431

**Moved By:** Tammy Leray

THAT Council suspends its Regular Meeting at 5:55pm to enter into an In-Camera session to discuss HR matters.

Carried

## **9. OUT OF CAMERA**

**Resolution No:** 2025-432

**Moved By:** Tammy Leray

THAT Council closes its In-Camera session at 6:35pm and resumes its regular meeting.

Carried

## **10. UNFINISHED BUSINESS**

### **10.1 Council's Role in Employment Decisions - Policy**

**Resolution No:** 2025-0433

**Moved By:** Dan Clifford

THAT Council accepts the HR Council Committee Policy as presented.

Tabled

### **10.2 St. Brieux Manor - Tax Abatement Request**

**Resolution No:** 2025-0434

**Moved By:** Justin Assie

THAT Council accepts the request from the St. Brieux Manor Board for the 2025 100% tax abatement.

Tabled

### **10.3 Pinter - Lagoon Updates**

**Resolution No:** 2025-0435

**Moved By:** Tammy Leray

THAT Council proposes to form a weekly update committee for the Lagoon Project.

Lagoon Committee to include Councillor, CAO and a representative from Pinter as well as Contech.

Carried

### **10.4 Pinter - Lagoon Updates**

**Resolution No:** 2025-0436

**Moved By:** Gerry Miller

THAT Council proposes to proceed with Option 2 - Geosynthetic Clay Liner.

Carried

### **10.5 Pinter - Lagoon Updates**

**Resolution No:** 2025-0437

**Moved By:** Gerry Miller

THAT Council proposes to meet with Pinter and Contech once per week for a project update until the Lagoon is complete.

Carried

### **10.6 Hytek - Office Update**

**Resolution No:** 2025-0438

**Moved By:** Gerry Miller

THAT Council proposes that Hytek seek contractors outside of St. Brieux if local contractors are not available during this time.

Carried

## **10.7 SOP - WTP Testing PH, Turbidity, Free and Total Chlorine**

**Resolution No:** 2025-0439

**Moved By:** Dan Clifford

THAT Council accepts the SOP for the WTP for testing Ph, Turbidity, Free and Total Chlorine as presented.

Carried

## **10.8 SOP - WTP Walkthrough**

**Resolution No:** 2025-0440

**Moved By:** Dan Clifford

THAT Council accepts the SOP for the WTP Walkthrough as presented.

Carried

## **10.9 SOP - Equipment Seasonal Change Over (Riding Mowers)**

**Resolution No:** 2025-0441

**Moved By:** Dan Clifford

THAT Council accepts the SOP for Equipment Seasonal Change Over (Riding Mowers) as presented.

Carried

## **11. NEW BUSINESS**

### **11.1 Community Hall Window Covering Quote**

**Resolution No:** 2025-0442

**Moved By:** Tammy Leray

THAT Council accepts the Quote as presented.

Tabled

### **11.2 G. Bourgault - Letter of Support Request**

**Resolution No:** 2025-0443

**Moved By:** Dan Clifford

THAT Council supports G. Bourgault's application to subdivide SW1/4 Section 30-42-20 W2M and accepts the payment of \$8031.51 in lieu of having a dedicated municipal reserve as per clause 11(1)(c) (ii) of *The Planning and Development Act, 2007*.

Carried

### **11.3 Shed Request**

**Resolution No:** 2025-0444

**Moved By:** Dan Clifford

THAT Council allows D. Kajner to erect a shed on his property at 213 Main St. while their home is being built and FURTHERMORE, Council approves the rezoning request from C1 to R2.

Tabled

#### **11.4 Lot Consolidation Request**

**Resolution No:** 2025-0445

**Moved By:** Dan Clifford

THAT Council agrees to have Block AA and Block AB combined.

Tabled

#### **12. CORRESPONDENCE**

**Resolution No:** 2025-0446

**Moved By:** Gerry Miller

THAT Council acknowledges the Correspondence as presented.

Carried

#### **13. BYLAWS**

**Resolution No:** 2025-0447

**Moved By:** Dan Clifford

THAT Council approves Council Procedures Bylaw as presented.

Tabled

#### **13.1 Council Procedures Bylaw**

#### **14. ADJOURNMENT**

**Resolution No:** 2025-0448

**Moved By:** Tammy Leray

THAT this meeting be adjourned at 7:37pm.

Carried